



Arizona Department of Education  
Tom Horne, Superintendent of Public Instruction

**2008-2009**

## Non-Highly Qualified Teachers Summary School Report

*LEA Highly Qualified Teacher Plan*

*Pursuant to requirements mandated by P.L. 107-110 No Child Left Behind Legislation*

All teachers who are not Highly Qualified per NCLB for their current year teaching assignment must complete a Highly Qualified Individual Teacher Plan with Action steps to meet the Highly Qualified requirements. The school and the LEA are responsible for monitoring the completion of the Plan through out the year and to provide funds or other support to each teacher to remove deficiencies. Use this form to record the efforts of the individual teachers and the monitoring by the principal. Please retain a copy of this form at the district office as well as at the site.

**Consider:** (1) *changing teacher assignments within a school* (2) *between-school transfers and* (3) *alternative pathways to certification to accomplish the goal of having all core academic subject teachers Highly Qualified and to ensure equitable distribution of Highly Qualified teachers.*

<b>School</b>		<b>Principal</b>		<b>Date</b>	
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### Teachers with Highly Qualified Plans

<b>Name of Teacher</b>	<b>Grade/Content Area</b>	<b>Action Items: Degree Certificate Subject Knowledge Competency</b>	<b>Planning Date</b>	<b>Mid-year Review</b>	<b>Completion or End-of-Year Review</b>	<b>Support</b>

**Add rows as needed**

Arizona Department of Education, Academic Achievement Division, Highly Qualified Unit

8/21/08